

**SPOUSE HEALTH RISK ASSESSMENT (HRA) SIGN-OFF FORM**  
**2018 HRA Screening By Spouse's Employer**  
**City of Green Bay**  
**2018**

If a spouse has received an HRA screening from their employer for 2018, the spouse's HRA requirement for the City of Green Bay may be waived by completing and returning this form **by September 28, 2018.**

**PLEASE NOTE**

- Completion of routine physical exam and other tests are required if spouse has reached age 40 by January 1, 2018. Use the MD Sign-Off form for the required physical testing.
- If under age 40 on January 1, 2018 it is not necessary to complete the physical exam requirements.

AGE AND GENDER REQUIREMENTS	
<b>Females Age 40 and Older</b> <ul style="list-style-type: none"><li>• Routine physical each year</li><li>• Pelvic/pap smear each year</li><li>• Mammogram every other year</li></ul>	<b>Males Age 40 and Older</b> <ul style="list-style-type: none"><li>• Routine physical each year</li><li>• PSA, optional each year</li></ul>

- The spouse's completed MD Sign-Off form and HRA Sign-Off form must be submitted to indicate completion of the requirements by **September 28, 2018.**
- To receive confirmation of receipt of Spouse Sign-Off form, add e-mail address below.

E-mail: \_\_\_\_\_

Employee Name (print) \_\_\_\_\_

Spouse Name (print) \_\_\_\_\_

I certify I completed my HRA through my Employer on \_\_\_\_\_ (date)

Employer where HRA completed (print) \_\_\_\_\_

Spouse Signature \_\_\_\_\_

Date Signed \_\_\_\_\_

Input signed form into your spouse's City of Green Bay employee myInertia account or if they don't have an account scan and send to [HumanResources@greenbaywi.gov](mailto:HumanResources@greenbaywi.gov) no later than **September 28, 2018.**

***Deadline to complete HRA and requirements is September 28, 2018***